

**TOWN OF NORTHFIELD
BOARD OF SELECTMEN
Minutes of November 26, 2007**

- I. **ROLL CALL:** Chair Melvin Adams, Selectmen Kenneth Johnson, Roger LeClair, Charles Morse, and Greg Sanders. Also present were Manager Nanci Allard, Jim Baraw (Ambulance Supervisor), Laurie Baroffio (Accounting Manager), Michael L. Segale, CPA (Fothergill, Segale, & Valley), Nancy Freeze (Mayo Inc.), Warren Hagy (Board of Listers), and Kathleen Lott (*Northfield News & Transcript*).

Chair Adams called the meeting to order at 7:00 p.m.

II. **APPROVAL OF MINUTES**

- a. **October 22, 2007 (Public Hearing & Regular Meeting):** Motion by Selectman Morse, seconded by Selectman Johnson, to approve the minutes. **Motion passed 5-0-0.**
- b. **October 29, 2007 (Public Hearing):** Motion by Selectman Morse, seconded by Selectman Johnson, to approve the minutes. **Motion passed 5-0-0.**

III. **APPROVAL OF BILLS**

- a. **Warrant #11-08:** Motion by Selectman Morse, seconded by Selectman LeClair, to approve Warrant #11-08 in the amount of \$44,216.50. **Motion passed 5-0-0.**
- b. **Validation of Warrant #10-08:** Motion by Selectman LeClair, seconded by Selectman Sanders, to validate the previous approval of Warrant #10-08. **Motion passed 5-0-0.**

IV. **PUBLIC PARTICIPATION**

- a. **Michael L. Segale, CPA (Fothergill, Segale, & Valley): Auditor's Report.** The auditor's report was submitted. It is the opinion of the Auditor that the report shows compliance with the General Accounting Principals. Mr. Segale gave the balances of the funds as of 6/30/07. There was a comparison of the funds spent with the budgeted amount. There was a large collection of delinquent taxes last year. Ambulance revenues were also up. There were no significant deficiencies and all recommendations from the previous year were implemented.
- b. **Nancy Freeze, Mayo Healthcare: Property Tax Exemption:** Ms. Freeze submitted a request to have on the Town Meeting Warning an article for a 50% tax break for Mayo Healthcare. This has been approved in the past. The request is to have the item voted on as Australian ballot. Motion by Selectman Morse, seconded by Selectman LeClair to authorize having this item on the ballot. **Motion passed 5-0-0.**
- c. **James Baraw, Northfield Ambulance Service: Proposed Ambulance Unit Purchase update.** At the last meeting, Supervisor Baraw requested a medium duty truck for the new ambulance purchase. Northfield Ambulance Volunteers, Inc. (NAVI) has requested the medium duty truck, as well. Supervisor Baraw also acknowledges the budget constraints. He has evaluated the current truck and feels the truck will hold out until next July. There was one place where the cost could be cut on the new truck. The new truck was spec'd out for 4 wheel drive. Currently, they have one 4WD and one 2WD. Chair Adams questioned how much they want to pull from surplus funds. Chair Adams requested that Supervisor Baraw request new bids from Osage with the box with the additional safety features and to bid for both the Ford and GM chassis.
- d. **Warren Hagy, Board of Listers: Mapping RFP Update.** Mr. Hagy outlined the current status of the bids. Twenty-three (23) companies have been sent bid information; twenty (20) of these companies are "relatively" local and three (3) are from India. The Listers are going forward with the process.

V. MANAGER'S REPORT

- a. **Status Reports: Various Projects.** Manager Allard had nothing to add.

VI. SELECTBOARD

- a. **Municipal Pool Repair & Repainting Contract.** We are going to hire an engineer to find the leak and what's currently wrong with the pool. The estimate is approximately \$5,000. This is no RFP because Phelps Engineering has done all the pool work in the past. Motion by Selectman Johnson, seconded by Selectman LeClair to hire Phelps to do an RFQ for construction bids with the max of \$5450. **Motion passed 5-0-0.**
- b. **New Elevator Service Contract:** Motion by Selectman Morse, seconded by Selectman LeClair to authorize the Manager to sign the contract for \$1900 for the elevator. **Motion passed 5-0-0.**
- c. **2007 Grand List Errors & Omissions.** Motion by Selectman Morse, seconded by Selectman Johnson, to authorize Chair Adams to sign the Errors and Omissions. **Motion passed 5-0-0.**
- d. **2008 Regular Meeting Schedule:** The Board approved the schedule as presented.
- e. **Board of Recreation Resignation.** Dan Dilena has submitted his resignation from the Recreation Board. It was accepted with thanks for his service.
- f. **Status Reports: Various Projects**
1. **Proposed Police Station.** Norwich University has agreed to pay 20% or up to \$200,000 for the cost of a new Police Station (if construction is authorized by the voters). The Board thanks Norwich University for its generosity.

VII. PUBLIC PARTICIPATION: Non-agenda items: None.

VIII. EXECUTIVE SESSION: Motion by Selectman Morse, seconded by Selectman LeClair to go into executive session to discuss a legal matter (Lathrop Contract) and invite Manager Allard and Lister Hagy. **Motion passed 5-0-0.**

The Board went into executive session at 8:50 p.m.

Motion by Selectman Morse, seconded by Selectman LeClair, to come out of executive session. **Motion passed 5-0-0.**

The Board came out of executive session at 8:55 p.m.

Motion by Selectman LeClair, seconded by Selectman Morse, to approve the personal services contract for Charlene Lathrop to assist the Listers. **Motion passed 5-0-0.**

IX. ADJOURNMENT: Motion by Selectman Morse, seconded by Selectman LeClair, to adjourn. **Motion passed 5-0-0.**

The Board adjourned at 8:57 p.m.

Respectfully submitted,

Samantha H. Baraw

Samantha H. Baraw, Clerk

These minutes are subject to approval at the next regular meeting.